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Meeting Minutes

STATE BOARD OF BUILDING REGULATIONS AND STANDARDS  
BUILDING OFFICIAL CERTIFICATION COMMITTEE

UMASS Amherst

Amherst, MA

October 4, 2016 9:00 a.m.

Meeting called to order by the Chairman at 9:15 a.m. followed by roll call:

1. **Roll Call**

- |  |   |  |
|--|---|--|
| a. Donald R. Torrico, Chairman<br>-Building Officials of Western Massachusetts Member, Lee | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent            |
| b. Michael Clancy, Vice Chairman<br>-Southeastern Building Official's Association, Hingham | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent            |
| c. Jeff Richards<br>-Massachusetts Building Commissioner's Association, Weymouth           | <input type="checkbox"/> present            | <input checked="" type="checkbox"/> absent |
| d. Bonnie Weeks<br>- Member At Large, Palmer   | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent            |
| e. Andrew Bobola<br>- Member At Large, Mattapoisett  | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent            |
| f. Matthew Hakala<br>- Member At Large, Westford   | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent            |
| g. Roger Fuller<br>- Massachusetts Municipal Association Representative                    | <input type="checkbox"/> present            | <input checked="" type="checkbox"/> absent |
| h. Rob Anderson<br>- Member from Academia  | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent            |
| i. Bill Horrocks<br>- BBRS Representative  | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent            |

Guest Present:

Kimberly Spencer, DPS

2. The minutes from the BOCC meeting on **September 7, 2016**, were reviewed by members present; **MOTION** to approve these minutes, as amended, was made by **Michael Clancy**, and seconded by **Matthew Hakala**. The vote was unanimous.

### 3. Application for Certification Packets

- a. On a **MOTION** by Bonnie Weeks and seconded by Matthew Hakala it was unanimously **VOTED** to approve the application of **John Morreale** (City of Fitchburg) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1956).
- b. On a **MOTION** by Bonnie Weeks and seconded by Andy Bobola it was unanimously **VOTED** to approve the application of **Harry Wagg** (City of Salem) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1903)

### 4. Examination Approval Packets

- a. On a **MOTION** by Rob Anderson and seconded by Matthew Hakala it was **VOTED** to grant the request of **Mark Bashista** (FCCIP) for approval to take the required exams to become certified as a building code enforcement official. Mr. Bashista meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process. Bill Horrocks opposed
- b. On a **MOTION** by Bonnie Weeks and seconded by Rob Anderson it was unanimously **VOTED** to table the request of **Francis Breault** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee is looking for clarification on 5 years direct supervision, besides project management experience, of building construction or design.
- c. On a **MOTION** by Rob Anderson and seconded by Michael Clancy it was **VOTED** to grant the request of **Stephen Brodo** (Town of Mattapoisett) for approval to take the required exams to become certified as a building code enforcement official. Mr. Brodo meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process. Andy Bobola abstain
- d. On a **MOTION** by Michael Clancy and seconded by Bonnie Weeks it was unanimously **VOTED** to table the request of **Michael Monahan** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee is looking for clarification on 5 years direct supervision of building construction or design.
- e. On a **MOTION** by Rob Anderson and seconded by Matthew Hakala it was **VOTED** to grant the request of **Gregory Rose** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Rose meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process. Michael Clancy abstain
- f. On a **MOTION** by Andy Bobola and seconded by Matthew Hakala it was unanimously **VOTED** to grant the request of **Angelo Salamone** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Salamone meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- g. On a **MOTION** by Rob Anderson and seconded by Michael Clancy it was unanimously **VOTED** to table the request of **Vincenzo Tirone** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee is looking for clarification on 5 years direct supervision of building construction or design.
- h. On a **MOTION** by Rob Anderson and seconded by Bonnie Weeks it was unanimously **VOTED** to table the request of **Michael Vacarr** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee is looking for clarification on 5 years direct supervision of building construction or design.
- i. On a **MOTION** by Michael Clancy and seconded by Bonnie Weeks it was unanimously **VOTED** to grant the request of **Robert Vogel** (Town of Scituate) for approval to take the required exams to become certified as a building code enforcement official. Mr. Vogel meets the minimum qualifications set forth by the BBRS for said position of inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.

## 5. New Employee Report Form Packets

- a. On a **MOTION** by Andy Bobola and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Mark Bashista** newly appointed to the position of **Local Inspector** for the Franklin County Cooperative Inspection Program. Appointed, September 2, 2016, not yet certified as a local inspector. Twelve month grace period expires September 30, 2017. *NERF signed by Executive Director of FRCOG*
- b. On a **MOTION** by Michael Clancy and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Paul Blanchard** newly appointed to the position of **Building Commissioner** on July 26, 2016 for the Town of Westminster. *NERF signed by Chairman.*
- c. On a **MOTION** by Michael Clancy and seconded by Matthew Hakala it was **VOTED** to acknowledge the *New Employee Report Form* of **Stephen Brodo, III** newly appointed to the position of **Local Inspector** for the Town of Mattapoisett. Appointed, September 20, 2016, not yet certified as a local inspector. Twelve month grace period expires September 30, 2017. Andy Bobola abstain. *NERF signed by Chairman.*
- d. On a **MOTION** by Bonnie Weeks and seconded by Michael Clancy it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Jeffrey Fisher** newly appointed to the position of **Local Inspector** for the Town of West Tisbury. Appointed, September 12, 2016, not yet certified as a local inspector. Twelve month grace period expires September 30, 2016. *NERF signed by Chairman.*
- e. On a **MOTION** by Rob Anderson and seconded by Bonnie Weeks it was **VOTED** to table the *New Employee Report Form* of **Paul Hutchins**, pending receipt and approval of the Examination Approval Form and resume. Mr. Hutchins has been appointed to the position of **Local Inspector** for the Town of North Andover. Appointed, September 12, 2016, not yet certified as a local inspector. Twelve month grace period will expire September 30, 2017. *NERF signed by Town Manager – is the chief administrative officer.* Andy Bobola opposed
- f. On a **MOTION** by Bonnie Weeks and seconded by Andy Bobola it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Paul Nelson** appointed to the position of **Local Inspector** for the City of Newton. Appointed, June 7, 2016, not yet certified as a local inspector. Twelve month grace period will expire June 30, 2017. *NERF signed by Mayor.*
- g. On a **MOTION** by Matthew Hakala and seconded by Michael Clancy it was unanimously **VOTED** to table the *New Employee Report Form* of **Paul Roma** appointed to the position of **Inspector of Buildings** for the Town of Barnstable. *NERF signed by Town Manager.* This was previously reviewed and voted on September 7, 2016:

On a **MOTION** by Matthew Hakala to acknowledge the *New Employee Report Form* of **Paul Roma** newly appointed to the position of **Inspector of Buildings** for the Town of Barnstable, the vote did not receive a second and was withdrawn.

On a **MOTION** by Bill Horrocks and seconded by Bonnie Weeks to **DENY** the *New Employee Report Form* of Paul Roma. After discussion of accepting the NERF signed by the Town Manager without supporting documentation that he is the *chief administrative officer*, the vote did not go through. Two letters have been sent to the Town Manager requesting a copy of the Town Charter. A **MOTION** was made by Bill Horrocks and seconded by Jeff Richards to rescind his previous motion.

On a **MOTION** by Rob Anderson and seconded by Jeff Richards it was **VOTED** to **TABLE** the *New Employee Report Form* of **Paul Roma**. Once a copy of the Town Charter is received from the Town Manager Mr. Roma's NERF will be reviewed again. *NERF signed by Town Manager.* Bill Horrocks opposed

- h. On a **MOTION** by Bonnie Weeks and seconded by Rob Anderson it was **VOTED** to acknowledge the *New Employee Report Form* of **Donald R. Torrico** newly appointed to the position of **Inspector of Buildings** on September 19, 2016 for the Town of New Ashford. *NERF signed by Chairman.*

## 6. Extension Requests to be Certified Packets

- a. On a **MOTION** by Rob Anderson and seconded by Bonnie Weeks it was unanimously **VOTED** to grant the request of **Paul Campbell (City of Springfield)** for a third extension of time to become certified as a local inspector. Said extension shall expire September 30, 2017.
- b. On a **MOTION** by Rob Anderson and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Patrick Sands (Town of Concord)** for a first extension of time to become certified as a local inspector. Said extension shall expire March 31, 2017.

## 7. Hearings

- a. None

## 8. New Business / Additional Business / Other matters as not reasonably anticipated 48 hours in advance of meeting

- a. For Informational purposes:

There are currently 701 certified building inspectors -- 281 Local – 420 Inspector of Buildings

- b. Rob Anderson stated on January 12, 2016 the Board of Building Regulations and Standards approved the removal of the Technology Module and replacing it with a BBRS approved Inspector of Buildings / Building Commissioner education module specific to Massachusetts. Discussion ensued as to what should be included in the course, who should create the course and who the instructors should be. This will be part of the 9<sup>th</sup> Edition of the Building Code.

Rob Anderson indicated the exams for local certification cover the technological aspects of the building official job and the current Technology Module was above and beyond what the building officials required. The Education Module could be the first step in an *On Boarding Program* for Municipal Building and State Building Inspectors.

Suggestions for the curriculum would consist of Chapter One, CMR 521, Zoning as it is enforced in Massachusetts.

Bill Horrocks made the recommendation the Federation would create an Education Committee and create the Education Module.

Don Torrico suggested a program be created for local inspectors and inspector of buildings who are already certified and currently in the position.

To be certified as an inspector of buildings / building commissioner in Massachusetts one would need to complete the following modules through ICC: *Legal Module (MG)* and *Management Module (MM)*. They would then need to complete the *Education Module* provided by the Department of Public Safety / Board of Building Regulations and Standards. Anyone wishing to become certified through ICC as a Certified Building Official (CBO) would need to complete the Building Codes and Standard Module (BC).

## 9. Review Application for Continuing Education

- a. The continuing education submitted was reviewed by members present; MOTION to approve was made by Bill Horrocks and seconded by Andy Bobola. MOTION passed by unanimous vote.

Name	Date	Course Description	CEU's	Cat	Course Number
District 11	9/6/2016	Energy Code & Misc Topics	1.0	2	<b>D11-0916</b>
William Kelly	9/27/2016	Soft Story Retrofit – Simpson Strong Tie ICC-1025-3870	3.0	1	<b>C-2690*</b>
	9/7/2016	Shear Wall Design with 2015 SDPWS – Simpson ICC-1025-6017	2.0	1	<b>C-2741*</b>
	9/6/2016	Wood, Steel and Concrete Deterioration – Simpson ICC-1025-163	1.0	1	<b>C-2542*</b>
	9/6/2016	Concrete Repair Installation – Simpson ICC-1025-5624	2.0	1	<b>C-2740*</b>
	9/6/2016	Cracking the Concrete Anchor Codes – Simpson ICC-1025-164	2.0	1	<b>C-2691*</b>
	9/1/2016	Concrete Repair Design – Simpson ICC-1025-5626	2.0	1	<b>C-2739*</b>
	9/1/2016	Understanding Restraint Rod Systems – Simpson ICC-1025-2560	1.0	1	<b>C-2560*</b>
	8/29/2016	Wind Design with ASCE 7 – Simpson ICC-1025-160	2.0	1	<b>C-2544*</b>
	8/29/2016	Deck Building 102 – Advanced Course – Simpson ICC-1025-159	2.0	1	<b>C-2545*</b>
	8/29/2016	Deck Building 101 – Beginner's Course	1.0	1	<b>C-2546*</b>
Paul DeBaggis Chris Clemente David Holmes Bill Horrocks	7/28/2016	ATC-20 Postearthquake Safety Evaluation FEMA P-154	7.5	1	<b>C-2761*</b>
Chris Clemente Paul Landers	9/9/2016	Coordinating NFPA 25 & 72 Inspection, Testing & Maintenance Requirements – NFSA ICC 4950	6.5	1	<b>C-2767</b>
Joseph Murray	9/15/2016	Town of Wellesley LEPC Tabletop Exercise w/MEMA Coordination of response to HAZMAT spill near High School in conjunction with WPD, WFD, Board of Health, School Dept, etc.	4.5	1	<b>C-2770</b>
	5/25/2016	OSHA 10	10.0	1	<b>C-035*</b>
BOWM	3/16/2016	Firestopping Fundamentals	2.0	1	<b>WM-0316</b>
	4/20/2016	Decks, Guardrails, Handrails	2.0	1	<b>WM-0416</b>
	6/15/2016	Fire Door Assemblies	3.0	1	<b>WM-0616</b>
	7/20/16	Temporary Structures – Tents	2.0	1	<b>WM-0716</b>
SEMBOA	9/16/2016	Flood Plains	2.0	1	<b>SE-0916</b>
District 13	9/27/16	Permits Required / Not Required – Plan Review	3.0	1	<b>D13-0916</b>
District 5	9/27/2016	Emergency Response / Unsafe Structures	2.0	1	<b>D5-0916</b>
MetroWest	9/20/2016	780 CMR Open Forum- Fire Prevention & Bldg Code Issues – from Fire Access Roads to Spray Foam Insulation	2.0	1	<b>MW-0916</b>
Rob Anderson	2016	Instructor: Introduction to the 2015 IRC (ninth edition) – 4 classes	10.0	2	No#
		Trench Safety – 4 classes	10.0	2	No#
		Introduction to the 2015 IBC Mass Amendments – presented to MBCIA	2.0	2	No#
		Introduction to the 2015 IEBC – 5 classes	10.0	2	No#
Anthony Torra	9/23/2016	2015 Residential Inspection Inst. ICC-1010-6974	10.0	1	<b>IC-230*</b>
Rick Vallarelli	9/20/2016	Structural Forensics: Lessons Learned offered by SEAMass	4.0	1	<b>C-2771</b>

Next meeting scheduled for **November 2, 2016, Sturbridge Public Safety Building, Sturbridge, MA**